

THE WHITE HOUSE

WASHINGTON

January 14, 1963

MEMORANDUM
TO THE HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

SUBJECT: Federal Salary Administration

Attached is a copy of the President's letter of January 2, 1963, to the heads of the four agencies primarily responsible for administration of the four major statutory salary systems-- the Classification Act, the Postal Field Service Compensation system, the Foreign Service Act, and the Medical-Dental-Nursing salary system of the Veterans Administration.

The purpose of this memorandum is to invite the attention of the head of each agency employing personnel under any of these four systems to the President's concern that "The payment by the Federal Government of salary rates comparable to those paid for the same levels of work in private enterprise imposes upon the Executive Branch a duty to assure that positions in the Federal service are properly classified in accordance with applicable standards and procedures, and that the incumbents of those positions possess the necessary qualifications...."



T. J. Reardon, Jr.
Special Assistant
to the President

Attachment

THE WHITE HOUSE

Washington

January 2, 1963

THE SECRETARY OF STATE
THE POSTMASTER GENERAL
THE ADMINISTRATOR OF VETERANS AFFAIRS
THE CHAIRMAN, UNITED STATES CIVIL SERVICE COMMISSION

I have today signed an Executive Order providing for administration of the Federal Salary Reform Act of 1962. As contemplated by the Act, this Order provides for an annual review of the comparability of Federal salary rates with those paid for the same level of work in private enterprise.

This Administration has vigorously espoused the principle of comparability of Federal salary rates with those of private enterprise. In the Federal Salary Reform Act of 1962, the Congress has adopted this principle. Substantial progress has already been made, but continuing efforts will be necessary to fully achieve and maintain this objective.

The payment by the Federal Government of salary rates comparable to those paid for the same levels of work in private enterprise imposes upon the Executive Branch a duty to assure that positions in the Federal service are properly classified in accordance with applicable standards and procedures, and that the incumbents of those positions possess the necessary qualifications. I shall expect each of you, as the officers primarily responsible for the administration of the four major statutory salary systems dealt with in the 1962 Act, to devote personal attention to these points.

Your first reports on the operation of the salary systems in your agencies will form the basis for a report which the Director of the Bureau of the Budget and the Chairman of the Civil Service Commission will submit to me not later than December 31, 1963. Your reports should outline the actions which you have taken to assure that the systems are so administered that the grading of positions and the qualifications of incumbents are in strict accordance with the law and the applicable regulations.

JOHN KENNEDY

(CLASSIFICATION)

REF 63-124

CENTRAL INTELLIGENCE AGENCY

EXECUTIVE MEMORANDUM

OFFICE OF THE DIRECTOR

EXECUTIVE MEMORANDUM No. 85

DATE 17 January 1963

MEMORANDUM FOR:

DEPUTY DIRECTOR (PLANS)
DEPUTY DIRECTOR (INTELLIGENCE)
DEPUTY DIRECTOR (RESEARCH)
DEPUTY DIRECTOR (SUPPORT)
COMPTROLLER
INSPECTOR GENERAL
GENERAL COUNSEL
ASSISTANT DIRECTOR
FOR NATIONAL ESTIMATES

ExDir:LBK:drm

Distribution:

Addressees

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This memorandum contains information for the addressees. Addressees may give this memorandum additional circulation within their components as required. All copies should be destroyed not filed, upon completion of circulation. A master file will be kept in the Executive Director's Office and will be available upon request.

CIA INTERNAL USE ONLY

(CLASSIFICATION)